



KARP PUBLIC SERVICE FUNDING REQUEST SUMMARY (35-PTS)

Organization Summary (5 Points)

Organization Name	Catholic Charities, Diocese of Joliet: Aging & Disability Services Division
Project Title	Home Delivered Meals Program

Funding Amount Requested:

Total budget requested for this project	\$100,000	Other sources of funding	Title III-C Funds
Individuals/Households Served	225	Cost per Individual/Household	\$6.75 per meal; \$33.75 per client for one week

Timeline (months) 12 months Estimated Start date 5/1/2022 Completion date 4/30/2023

Project Summary (10 Points)-What is the service accomplishing in less than 100 words? What is your organization doing with the requested funds?

Catholic Charities, Diocese of Joliet's Aging & Disability Services Division will utilize any awarded funds to enhance food security through the provision of home delivered meals for older adults, and in some circumstances their caregivers or adult dependent children, who reside within the City of Kankakee. Eligible clients can receive up to five meals per week and each meal provides one third of the daily nutrition needs of the average older adult. The requested funds will be used to cover the cost of one week of meals for each eligible client within the City of Kankakee.

Community Need (10 Points)-Describe the community need and who are the people who would be served (100 words or less)

The target population served with this funding are older adults and in some circumstances their caregivers or adult dependent children. Older adults are the most rapidly growing segment of the population and eldest of older adults, aged 85 and up is the fastest growing segment of the population therefore care needs and caregiver support needs will also continue to grow. Within Kankakee County, just under 22% of the population is aged 60 or older and 10% of older adults live below the poverty line. Kankakee County has a higher percentage of food insecurity (14%) that Illinois (12%) or the National Average (13%).

Project Outcomes (10 Points)- What is the intended result of funds invested? (100 words or less)

Intended outcomes of the Home Delivered Meals Nutrition Program include:

- 1.) The reduction of food insecurity through the provision of daily meals as well as shelf-stable meals in the event of an emergency
- 2.) Reduced worry about obtaining food
- 3.) Improved overall health and management of chronic health conditions
- 4.) Reduction in undesired weight loss
- 5.) Education on nutrition matters that impact older adults and their caregivers
- 6.) Reduction in loneliness and isolation
- 7.) Reduction of stress for informal caregivers



2022-23 KARP Public Service Application

PROJECT DETAILS & APPROACH (40 Points)

Provide a brief description of the proposed project by explaining the following:

- Who are you fulfilling a need for? Describe the population this program would serve
- What are you proposing to do to serve this population?
- Why is your activity necessary?

The Home Delivered Meals Program provides at risk older adults, and in some cases their caregiver or adult dependent children, with a daily hot meal, a well-being check, and friendly conversation. To qualify for the Home Delivered Meals Program, clients must meet the following criteria:

- Complete an in-home assessment with the Illinois Department on Aging's designated Care Coordination Unit in Kankakee County
- Age 60+
- Frail and/or homebound
- Unable to shop/prepare/obtain meals
- Unable to attend community dining meals
- Not receiving meals from another source
- No other adult available/willing to prepare meals

In light of the global pandemic and emergency orders, criteria to qualify for a home delivered meal have been significantly loosened and at this time, anyone over the age of sixty is eligible to receive a meal in an effort to keep older adults safe, able to isolate, and remain in stable health through the provision of basic nutrition. On average, Catholic Charities Diocese of Joliet's Nutrition Program is processing referrals for 25 new clients per month. Initial projections were to serve 250 clients; however, to date the program has supported nutrition for 506 different individuals.

Funding for the Home Delivered Meals Program is provided by AgeGuide Northeastern Illinois, the Area Agency on Aging for Kankakee County; however, these federal grants are only designed to cover approximately 70% of program costs. To effectively deliver service to clients, the service provider (Catholic Charities) must provide, at minimum, 15% of program costs from other sources. In Federal Fiscal Year 2022, ARPA funds were awarded to support the additional meals; however, with the addition of an average of 25 meals per month funds are stretched. The Agency would use any awarded funds through KARP Public Service to cover one week's worth of meals for clients who reside within the City of Kankakee each month and the other weeks would be covered with the traditional funds.

The provision of Home Delivered Nutrition brings one of the most basic human needs to this at-risk population, ensuring better health outcomes and enhanced social determinants of health, including Healthcare Access and Quality (health literacy through the provision of education along with the meals); Economic Stability (food security); and Neighborhood and Built Environment (availability of healthy foods).

Will your organization implement this activity if KARP funds are not awarded? ☐ No ☒ Yes

If yes, how will the implementation be achieved? What will you do to make this program sustainable without KARP funds in future years?

The Agency is already providing home delivered meals to older adults with Title III C Nutrition Dollars through AgeGuide, Northeastern Illinois. These funds will not be used as match, but will rather support the additional meals being provided due to Covid. Currently, any adult aged sixty and up is eligible for a home delivered meal in an effort to keep the older population at home and safe. Naturally, as concerns related to Covid lighten, those restrictions will loosen and the need for additional meals will be less.

In addition, Title III-C funds are designed to provide up to five meals a week for older adults. These funds would allow the Agency to provide additional meals to those older adults residing within the City of Kankakee. Without KARP funds in future years, the Agency would explore other funding options, such as CDBG.



TARGETED POPULATION (45 Points)

Meeting the National Objective

Which Economic and Community Development Agency objective does your program fit?:

- | | |
|---------------------------------|----------------------|
| 1. Affordable housing | 5. Youth Empowerment |
| 2. Creating livable communities | 6. Child Care |
| 3. Economic development | |
| 4. Public services | |

Other: Public Services

Does your program or activity fit any of these goals?

- | | | |
|---|---|--|
| <input type="checkbox"/> Health Services | <input type="checkbox"/> Battered and Abused Spouse Services | <input type="checkbox"/> Pandemic Recovery |
| <input type="checkbox"/> Mental Health Services | <input type="checkbox"/> Transportation Services | <input type="checkbox"/> Child Care |
| <input type="checkbox"/> Rental Housing Subsidies | <input checked="" type="checkbox"/> Senior Services (age 62 and over) | <input checked="" type="checkbox"/> Other |

What percent are LMI? (must be over 50%)

➤ Low-income = individual income less than 50 % of the area median income.

➤ Moderate-income = individual income. between 50 - 80% of the area median. income.

☐ Activities where 80% to 100% of persons benefiting are Low/Mod Income will receive

☒ Activities where 51% to 79.99% of persons benefiting are Low/ Moderate Income will receive

Will this activity exclusively serve clientele from one of these categories?

- | | | |
|---|--|---|
| <input type="checkbox"/> Abused Children | <input type="checkbox"/> Severely Disabled Adults (per Census Bureau definition) | <input type="checkbox"/> Illiterate Adults |
| <input type="checkbox"/> Battered Spouses | <input type="checkbox"/> Homeless Persons | <input type="checkbox"/> Migrant Farm Workers |
| <input checked="" type="checkbox"/> Elderly Persons | <input type="checkbox"/> Persons living with AIDS | <input type="checkbox"/> N/A |

Will the activity be serving individual clients (IC) or households (HH): ☒ IC ☐ HH

What is the total number of all persons/households you expect to serve?

65

What is the total number of **Low/Mod Income** persons/households to be served?

65

What is the **percentage** of Low/Mod Income persons/households to be served?

28%



How will this activity improve economic opportunities for households located in areas of concentrated poverty?

How will this activity help eliminate or reduce areas of concentrated poverty? (1000-characters max)

Provision of home delivered nutrition to older adults in the City of Kankakee will aid in the elimination of food scarcity and food insecurity. Meals are provided to any eligible client free of charge and meet one-third of the daily recommended nutrition for the average older adult. According to 2018 data, 66% of older adults receiving home delivered nutrition indicated that their home delivered meal provided one half or more of their food intake for the entire day. Ninety percent of home delivered meal recipients indicated that they were eating more and healthier because of their meal program. Most promising, ninety percent of those receiving home delivered nutrition indicated that their nutrition program helped them live independently and remain in their own home. Being able to age in place enhances the local economy by keeping older adults in the community in their homes versus prematurely placed in a nursing home or supportive living facility, often which necessitates payment with Medicaid resources. Poor nutritional status is well established as a negative indicator in the elderly population and weight loss in older adults nearly doubles the risk of premature death. In addition, proper nutrition amongst the elderly reduces unnecessary hospital visits and decreases health costs and use, decreasing the burden on local resources for healthcare. According to the Family Caregiver Alliance, approximately 34.2 million Americans have provided unpaid, informal care to an older adult and the value of services provided by informal caregivers has steadily increased over the last several decades. By supporting in home services, such as the provision of basic nutrition, caregiver burden can be alleviated and keep working caregivers in their community working and bolstering the local economy. Caregivers who are supported themselves have better health outcomes. Finally, Home Delivered Meal services are not just about the nutrition. In Kankakee County, 16% of older adults report that they lack social and emotional support most of the time. Social isolation significantly increases a person's risk of premature death from all causes and is associated with a nearly doubled risk for dementia. Loneliness is associated with higher rates of depression, anxiety, and suicide and was associated with a 68% increased risk of hospitalization and 57% increased risk of emergency department visits. Along with the provision of Home Delivered Meals also comes a well being check when meals are dropped off as well as frequent contact with Nutrition staff and volunteers. As far as reducing areas of concentrated poverty, while the provision of meals will not accomplish this task directly, the process to receive the meals can be indirectly impactful. To qualify for meals, each older adult must participate in a comprehensive assessment that evaluates all areas of function that keep an older adult safe and in the community. Medical needs, emotional needs, care needs, housing needs, financial needs and more are evaluated through a comprehensive assessment. If unmet needs, such as unstable housing, are identified the interventions are put into place to ensure that stable housing can be attained. In addition, once receiving the home delivered nutrition, each participant is followed by a certified care coordinator who reassesses annually and checks in telephonically every quarter to ensure that all needs are being met and that a stable situation is present. The Agency works hard to ensure that skills are acquired to ensure long lasting success and to ensure a sustainable plan when assisting with unmet financial needs. Ultimately, by way of a client receiving home delivered nutrition it is a means to get them connected with the supportive wrap around services offered by Aging & Disability Services, which also include companionship programs, in home care programs, emergency financial assistance, educational programs, health screenings, recreation, advocacy, money management and benefit enrollment/access programs, to name a few.

Describe current racial and income demographics for the assumed beneficiaries of this funding: (600-characters max)

Older adults are the most rapidly growing segment of the population in the United States and these numbers are expected to climb sharply in coming years. According to the US Census Bureau, within the next eight to ten years, all baby boomers will be over sixty-five, resulting in one out of every five Americans being of retirement age. The eldest of older adults, aged eighty-five and up is actually the fastest growing segment of the population so care needs and caregiver support needs will also continue to escalate.

Within Kankakee County itself 21.4% of the population is aged sixty or older. Of that population 72.5% are 65 or older; 32% are 75 or older; and 10.7% are 85 or older.

In addition, 25% of older adults in Kankakee County live alone; 13.8% of older adults in Kankakee County are minorities; 2.3% of older adults in Kankakee County are limited English speaking; and 2.4% of older adults in Kankakee County identify as Hispanic.

Specific to nutrition, in Kankakee County, Kankakee County has a higher percentage of food insecurity (14%) than Illinois (12%) or the National Average (13%). A staggering 35% of Kankakee residents reported on a community needs assessment that they have little to no access to healthy foods and 80% of Kankakee County adults reported that they have inadequate fruit and vegetable consumption.

In accordance with Federal Older American's Act regulations, the Department on Aging divided Illinois into 14 Planning and Service Areas (PSAs), which are supported by 13 different Area Agencies on Aging. Kankakee is part of PSA2, which is managed by AgeGuide Northeastern Illinois and also includes Grundy, Will, Kane, Kendal, DuPage, Lake, and McHenry Counties. Within Planning and Service Area 2, Kankakee County has the highest percentage of older adults living in poverty coming in at 10.3% residing below the poverty line.

Highlight your organization's experience and accomplishments serving Low/Moderate Income persons/households.
(600-characters max)

All programming offered through the Aging & Disability Services Division at Catholic Charities, Diocese of Joliet is offered to older adults and their caregivers regardless of the client's financial status. Approximately 10.3% of older adults in the County reside below the poverty line. The majority of older adults receiving home delivered meals are lower income and also receiving Aging Waiver Services, for which assets must be limited to less than \$17,500. Just under 30% of those currently receiving Home Delivered Meals are enrolled in a Managed Care Organization, meaning they are Medicare and Medicaid active. As a funded partner of AgeGuide Northeastern Illinois, the Agency must assign priority in the provision of services, to those older adults in greatest economic and social need with special attention to: low income minority individuals, frail individuals, individuals who reside in rural settings or are otherwise isolated, individuals whose incomes are at or below poverty, minority individuals, individuals aged 75 years and older, individuals living alone, older individuals at risk of institutional placement, and older adults with limited English proficiency. In addition, the Agency is required to focus on clients who are experiencing physical or mental disabilities, language barriers, or cultural or social isolation due to racial and ethnic status, sexual orientation, gender identity, gender expression or HIV status. All of the above factors are considered when the Agency implements programming and aids in identifying areas in the County/City to target for outreach.



How will your organization promote your proposed program to the targeted population?

Catholic Charities Diocese of Joliet maintains a presence in the community via involvement in community groups (Senior Provider Group, Mental Health Round-table, Family Violence Council, Hispanic Partnership, and the Kankakee Area VOAD). In addition, the Agency is involved in community events, such as the Farmer's Market and mobile food pantries.

Catholic Charities Diocese of Joliet's Aging & Disability Services Division holds a contract with the Illinois Department on Aging to be the Case Coordination Unit for Kankakee County. This role makes the Agency responsible for completing comprehensive assessments for any consenting older adult who is interested in receiving waiver services through the State in order to maintain independence in the community. In addition, the Agency is the only grantee of AgeGuide Northeastern Illinois in Kankakee County therefore serving as a central point of intake and access for all services for older adults. The Agency is also responsible for organizing and issuing Farmer's Market Coupons for older adults and adults with disabilities in Kankakee.

To target the City of Kankakee, specifically, mailings directed to older adults and their caregivers as well as other outreach, such as connections with ER Staff, hospital staff, social workers, home health care providers, EMS providers, churches and parishes, and neighborhood councils to ensure that anyone in need of supportive services can be referred by themselves or an involved party.

Describe the overall process for collecting data. What tools do you use to track and monitor income, race and ethnicity data? How does your organization track and record client demographics?

All clients who participate in the Home Delivered Meals Program are referred via a standardized form designed and required by the Area Agency on Aging which includes all necessary client demographics. Additional information on income/assets will be collected for those clients who reside in the City of Kankakee and would benefit from the KARP Funding. Data is entered into a secured data management system called AgingIS. Reports can be generated based on service received, ethnicity, race, gender, age, or income level. Two staff members are dedicated to the gathering of this data and ensuring that all appropriate data is entered. In addition, the Agency employs two office support specialists who are responsible for keying that data into the database.

Within the beneficiaries served, what is the proposed number to be reported as new – defined as persons/households who have never before used this program/activity? What percentage of the total served will these numbers be?

The Agency plans to use requested funding to support the provision of one week's worth of meals for current clients enrolled in the program; however, the program is starting services for an average of 25 new clients per month, about half of whom reside in the City of Kankakee. Overall, approximately fifty percent of clients served reside in the City of Kankakee at this time.

For persons/households who are not using your program/activity for the first time, what is the estimated number to be reported as having access to an improved service due to the KARP funding? What percentage of the total served will these numbers be?

For those who are already receiving service, the program is designed to provide five meals per week. For those clients who reside in the City of Kankakee, the KARP Funding can allow an increased number of meals provided per week. Again, approximately fifty percent of all clients served by this program are residents of the City of Kankakee.

Skip this question if your proposed program/service is entirely new. IF this is an existing program, describe how your existing program/activity, will be expanded. Provide a QUANTIFIABLE INCREASE in the level of proposed service compared to current service provided in the past 12 months:

KARP Funding will allow the Agency to serve a greater number of older adults in the County as criteria to receive a meal have been loosened; however, standard funding is not adequate to support the increased need. When ARPA funds are eliminated, many older adults will have their home delivered nutrition services terminated; however, the use of KARP funds will prevent the Agency from needing to terminate services. For sustainability, the Agency will apply for CDBG funds as well as other grant supports that will allow for the continued provision of home delivered meals to this segment of the population. Standard funding supported the provision of meals to approximately 250 clients, but the Agency has served 506 to date. KARP funds will allow further increases as needed. The Agency averages 25 new clients per month and approximately half of those clients are residents of the City of Kankakee.



Budget Narrative & Worksheet

Consult the Application Guide for requirements on this section.

Explain project budget/funding sources including any leveraged funds. How are they applied towards your activity; (600-characters)

The Home Delivered Meal Program is primarily funded by Title III-C Funds under the Older Americans Act and through AgeGuide Northeastern Illinois. By design, the federal funds only support approximately 70% of the program costs and to properly implement the program, the Agency must provide at least a 15% cash or in kind match. This match is currently being met through in kind donations of time, seeking additional grant opportunities, and cash donations. The Program is required to solicit a suggested donation from each participant of the program; however, no form of payment is required in order for the client to receive meals. Any donations from clients of the program are considered project income and must expand or support program services.

1. Is there a fee charged or suggested donation for your services?

No ☐ Yes ☒ *If yes, attach a copy of the fee schedule, and describe pricing methodology.

2. Are KARP funds being used to replace any state or local funds within this activity?

No ☒ Yes ☐ *If yes, explain:

3. Are KARP funds being used to replace any federal funds within this activity?

No ☐ Yes ☒ *If yes, explain:

KARP Funds will be used to support meal provision for City of Kankakee residents.

4. Has your agency received KARP or other federal funds in any of the Fiscal Years 2015 through 2021?

No ☐ Yes ☒ *If yes, explain:

Grantee of AgeGuide Northeastern Illinois and recipient of Title III-C Nutrition Funds under the Older Americans Act.

5. Does your agency currently receive any funding from the City of Kankakee or any other government funding source?

No ☒ Yes ☐ * If yes. list amount and department providing funding

What is the estimated cost per persons/household served?

\$6.75 per meal for food cost only.

Justify your proposed per-person/household cost and explain how you determined it.

Based on contracted rate with catering provider.



AUDITING CONTROL, QUALIFICATIONS (16 Points)

Please answer the following, making sure to address each bullet point:

- How will you segregate KARP funds for identification, tracking, and reporting?
- Describe the organization's payment and disbursement procedures as they relate to the public service
- Describe your financial reporting system/procedures, as it relates to the public service
- Describe your organization's Auditing requirements

How will you segregate KARP funds for identification, tracking, and reporting?

The financial system, and related accounting structure, used by Catholic Charities Diocese of Joliet allows for the assignment of a specific project and grant code to all transactions entered. The combination of these two criteria makes it possible to identify, track, and report solely on KARP expenses. Clients receiving meals with KARP funds will be designated in the AgingIS tracking system as well as the spreadsheet used internally to track the active client roster.

Describe the organization's payment and disbursement procedures as they related to the public service:

The payment and disbursement procedures as related to public service follow the expenditure and disbursement guidelines as defined in Catholic Charities, Diocese of Joliet's financial policies and procedures, a copy of which has been included with this application.

Describe your financial reporting system/procedures, as it relates to the public service:

The financial reporting system/procedures as related to public service follow the billing and financial reporting guidelines as defined in Catholic Charities Diocese of Joliet's financial policies and procedures, a copy of which has been included with this application.

Describe your organization's auditing requirements:

The auditing requirements for our organization follow the guidelines as defined in Catholic Charities Diocese of Joliet's financial policies and procedures, a copy of which has been included with this application.



Data Collection

What type of income verification will be used to meet the KARP low/moderate income documentation requirement?

☒ Third-party verification and documentation on 100% of beneficiaries served

☐ Organization intake/survey method (self-certification) *

☐ Presumed benefit clientele (can list)

Explain the strategy and rationale for your above selection for data collection. How will your organization collect and verify income and demographic information?: (600-characters max)

Those clients being referred to the Home Delivered Meals Program complete an assessment with a certified care coordinator through the Illinois Department on Aging. A portion of that comprehensive assessment includes financial documentation that must be supported with proof of income, bank statements, etc. so all financial data is verified at the time of referral to the Home Delivered Meals program.

Conflict of Interest

As an applicant requesting funding, will any of your employees, agents, consultants, officers, or elected officials:

Participate in the decision making process for the approval of this application? No ☒ Yes ☐

Have a financial interest or reap a financial benefit from this program/activity? No ☒ Yes ☐

Have an interest in any contract, subcontract, or agreement with respect to this application either for themselves or those with whom they have family or business ties during the program year and for one year thereafter?

No ☒ Yes ☐

*If you selected, "yes," to any of the above, clearly describe the conflict below.



ENVIRONMENTAL CONCERNS (5 Points)

Project site address 249 S Schuyler Avenue, Suite 300; Kankakee, IL 60901

Is the project currently underway?

☒ Yes; If yes, contact ECDA prior to completing this application

☐ No; project will not begin before an environmental review is completed by City of Kankakee

Has a Level 1 Environmental Review been completed? ☒ No ☐ Yes, provide a copy with application

Flood Hazard Area: Is there evidence or knowledge that a portion of the proposed project is located in a 100- or 500-year flood plain?

☒ No ☐ Yes

Noise Abatement and Control:

Distance from nearest railroad: ☐ More ☐ Less than 3,000 feet ☒ Don't Know

Distance from nearest major roadway: ☐ More ☐ Less than 3,000 feet ☒ Don't Know

Distance from nearest airport: ☐ More ☐ Less than 3,000 feet ☒ Don't Know

Wetland Protection: Is there wetland associated with the proposed project?

☒ No ☐ Yes

Does the project include repair, rehabilitation, or conversion of existing building/facilities?

☒ No ☐ Yes

Does the project involve new construction, acquisition of undeveloped land or any construction that requires moving dirt, excavation or ground disturbance?

☒ No ☐ Yes

Is there any presence of lead or lead hazards within the property? ☐ No ☐ Yes ☒ Unknown

How was the presence of lead determined? _____

Does the project involve existing units that are 50 years or older? ☐ No ☐ Yes

If yes, does the property have historical significance? ☐ No ☐ Yes ☒ Unknown



REQUIRED DOCUMENTATION (5 Points)

These documents are required to be attached to the final application submission:

- State and Federal Tax Exemption Determination Letter - 501 (c)(3) Nonprofit
- List of current Board of Directors/Council or Trustees
- 2022-23 KARP Project Summary (separate 1 page document)

If your activity is funded, these documents are required prior to Sub-Recipient Agreement completion:

- Copy of the applicant's previous year's Audit, Management & Compliance Report
- Copy of applicant's Insurance Coverage as required in the applicable contract Exhibit E – Insurance. (The Insurance Exhibit will be provided after funding is allocated.)

Project Applicant

Organization/ Agency legal name:	Catholic Charities, Diocese of Joliet
Contact Person / Title:	Leanne Gregoire, Director of Aging & Disability Services South
Address:	249 S Schuyler Avenue, Suite 300; Kankakee, IL 60901
Telephone:	815-523-9920
Email:	lgregoire@cc-doj.org
Program Operating Location (if different than listed above)	Same

Type of agency:	<input checked="" type="checkbox"/> 501(c)(3)	<input type="checkbox"/> Gov't/Public	<input type="checkbox"/> For Profit	<input type="checkbox"/> Faith-Based	<input type="checkbox"/> Other:
Date of incorporation:	01/22/1962	Federal Tax ID number:	36-2170817		
Agency DUNS number:	165912106	Annual operating budget:	\$772,011 for Nutrition Program		
Number of paid staff:	2 in Nutrition Program	Number of volunteers:	Zero in Nutrition Program		



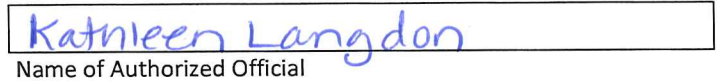
Certification

I hereby acknowledge by applying for KARP funds, this activity may require compliance in the following areas:

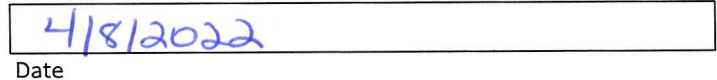
<ul style="list-style-type: none">• Utilization of minority and women contractors• Labor Standards Provision (Davis-Bacon)• Uniform Relocation Act Section 104(d)• Lead-Based Paint Assessment, Remediation/Abatement• Debarred, suspended and ineligible contractors	<ul style="list-style-type: none">• Section 3• Environmental Regulations• Flood Insurance• Handicapped accessibility• Title VI of the Civil Rights Act, 1964• Title VII of Civil Rights Act – Fair Housing
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I certify that the information contained in this application is true and correct and that it contains no misrepresentations, falsifications, intentional omissions, or concealment of material facts and that the information given is true and complete to the best of my knowledge and belief. I further certify that no contracts have been awarded, funds committed, or construction begun on the proposed program, and that none will be prior to issuance of a Release of Funds by the Program Administrator.


Signature of Authorized Official


Name of Authorized Official


Title


Date